



PRE-BID MEETING MINUTES

Owner: City of St. Helens

Project: Undergrounding Electrical Services on the St Helens Waterfront, Project M-532

Location: Columbia Room, City Hall, 265 Strand Street, St. Helens, Oregon 97051

Date: July 13, 2023, 10:00 AM

A. INTRODUCTIONS

- Sign-in sheet
- Plan Holders List
- General Project Overview

B. BIDDING REQUIREMENTS

- Bid Opening: **TUESDAY, JULY 25, 2023, AT 2:00 P.M.**
- Bid submission must include Bid Documents Pages 8-14, and the Bid Schedule of Prices which can be found separately on the City's website.
- 10% Bid Bond
- Prevailing Wage Rates will apply
- FedEx and Mailed Bids MUST clearly denote project bid information on the outer envelope.
- Bidders must be listed on the Plan Holders List for bid to be considered valid.
- Emailed or Facsimile bids will not be accepted.

Project bid documents have the contract, general conditions, technical specifications, and other requirements. Nothing in this meeting is intended to change or supersede any written contract provision. Any changes to any part of the issued bid documents will be issued by addendum.

C. BID DOCUMENTS

- Printed bid documents can be purchased from City Hall for the cost of \$45.00 or can be downloaded free of charge from the City's website at <https://www.sthelensoregon.gov/rfps>. A cost of \$10.00 is required to be added to Plan Holders List.

D. ADDENDA

- An addendum will be issued to address questions from the pre-bid meeting. Questions and requests must be received no later than 5:00 pm, Monday July 17th, 2023. A final

addendum, if required, will be issued on Tuesday July 18th, 2023. All addenda will be posted on the City's website.

Submit Questions to:

Alexander Bird

Engineer II

abird@sthelensoregon.gov

E. WHO TO CONTACT

- Plan Holders List
 - Call Christian Sullivan (503) 397-6272 and ask to be added to the project Plan Holders List, or email csullivan@sthelensoregon.gov. A cost of \$10.00 is required to be added to Plan Holders List.
- All Other Inquiries, please contact

PRIMARY CONTACT

City of St. Helens

Alexander Bird

Engineer II

(503) 366-8223

abird@sthelensoregon.gov

F. DISCUSSION OF WORK

- General project overview
- Electrical Permits – Columbia County
- Coordination with S 1st and Strand Contractor – Moore Excavation Inc.
- Traffic Impacts
- Underground utilities

G. QUESTIONS

- **Is there a Phasing Plan Associated with the Project?**
No, but the work will need to be coordinated with Moore Excavation Inc. They will be installing CRPUD's main underground trench as part of the S 1st and Strand Road & Utilities Extension Project and S 1st and St Helens Intersection Improvements Project. The service connections will need to be installed once the main underground trenching and vaults are in place.

H. SITE VISIT

- Safety vest required.



Pre-Bid Meeting SIGN-IN SHEET

Project Name: Undergrounding Electrical Services on the St Helens Waterfront

Project Number: M-532

Date/Time: Thursday, July 13, 2023, 10:00 AM

| | Print Name | Company | Email | Telephone |
|----|------------------|--------------------|-------------------------------|----------------|
| 1 | Alex Bird | City of St Helens | abird@sthelensoregon.gov | 971-246-2000 |
| 2 | Mike Eisner | DP Nicoli | meisner@dpsnicoli.com | 503-951-3613 |
| 3 | Ethan Stirling | City of St. Helens | estirling@st.helensoregon.gov | 503-396-6282 |
| 4 | Josh Watson | Loy clark | Josh.Watson@loyclark.com | 503-793-4078 |
| 5 | NICHOLAS FORD | CITY OF ST. HELENS | NFord@sthelensoregon.gov | (503) 373-5885 |
| 6 | Jeff Howard | R&W Engng | jhoward@rweng.com | |
| 7 | KEITH BUISMAN | OTARC | KEITH.BUISMAN@OTARC.COM | 503 415 2337 |
| 8 | Dylan Stollar | Riverline Power | Dylans@riverlinepower.com | 360-771-5434 |
| 9 | Mohamed Zuh | St. Helens | mzaher@stuhelens.com | 503-366-8235 |
| 10 | Sharon Darrax | " | sdarrax " | 503 366 8243 |
| 11 | Samantha Holman | R&W Engineering | sholman@rweng.com | 726-333-3328 |
| 12 | Brooke Sisco | CRPUD | bsisco@crpud.org | 971-225-8328 |
| 13 | DAVE ELDER | ST. HELENS | DELDER@STHELENSOREGON.GOV | 503-936-8523 |
| 14 | Tom Underwood | ST Helens | Tunderwood@sthelensoregon.gov | 503-936-8524 |
| 15 | MANUEL RODRIGUEZ | KUNERT ELECTRIC | Kunert@kunert-1.com | 541-672-3333 |
| 16 | Jenny Dimsho | City | jdimsho@sthelensoregon.gov | 503-360-8207 |
| 17 | Wandy Flett | Ofahn | wandy.flett@ofahn.com | 503-830-3244 |
| 18 | GARY REISSIG | MRI | | 503 849 4923 |
| 19 | Sara Ferrier | Global Elect. | Sara@globalelectrics.com | 503-869-4120 |
| 20 | | | | |